

Challenge America Art of the Nonprofit Training Board Development and *All That Jazz*

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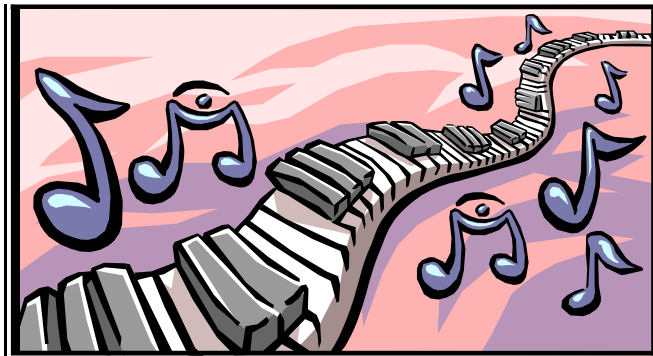
- *As a service of the Utah Arts Council Community/State Partnership Program, this workshop is designed to meet the needs of nonprofit arts organizations looking for more information on board development. The workshop covers the following:*
- *Board structure, roles, recruitment*
- *Boards as a team*
- *Conducting effective board meetings*
- *Creating a board fundraising culture*

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Utah!
Where ideas connect

Community/State Partnership Program Announces New Workshop Series



NOW, more than ever, nonprofit organizations need good board governance. Of the 900,000 nonprofit organizations in the nation, over 30,000 will cease to exist during the coming year. It is critical that Boards of Trustees understand their role within the organization and learn to respond to the needs of their constituency and to other outside

environmental influences.

In response to a recent survey of nonprofit arts and cultural organizations, the Community/State Partnership Program of the Utah Arts Council is offering a three-part workshop series on Board Development. Respondents to the survey and focus groups conducted by a Southern Utah University MFA intern, Marlo Ihler,

selected the area of Board Development as one of their top four choices for training along with Fundraising, Volunteer Development and Marketing/Advocacy.

The *Art of the Nonprofit Board Development* workshops, sponsored in part by NEA Challenge America funding, will be offered in five locations throughout the state over the next three months.

Three sessions will be offered addressing the major issues of most nonprofit boards: board structure and roles, effective meetings, and board fundraising. Participants may choose to attend one, two or all three sessions.

Schedule & Locations

Kanab	Vernal	Brigham City	Fillmore	St . George
Oct 16-17, 03 Holiday Inn 815 E Hwy 89 435-644-8888	November 27-28, 2003 Place TBA	January 8-9, 2004 Place TBA	January 29-30, 2004 Place TBA	February 4-6, 2004 Place TBA

Coming Together to Create Music

Board structure, roles and recruitment

Creating a productive, fun board doesn't happen accidentally. If your board members are recruited over the fence or only attend meetings on occasion, perhaps you need to take a look at your structure and recruitment process.

This session will help participants understand and articulate their organization's mission, vision and values. They will learn the value of using a board structure that aligns the organization with its mission and culture. Basic roles and responsibilities will

be examined and discussed as well as how board and staff roles differ . . . even if it's the same person in both roles.

Recruiting new board



members should be an ongoing process of nurturing future board members. The session will look at new recruitment processes using a governance committee structure as well as positive approaches to recruiting new board members.

Participants will receive *The Art of Board Development* handbook as part of this session.

On Stage in the Boardroom

Tuning, conducting and improvising board meetings

Do your board members spend more time in the parking lot AFTER the meeting than in the meeting itself? Are your board members BORED at meetings? Are your meetings too long or not long enough to get anything accomplished? Do you feel your board is moving the organization forward?

These questions and others will be addressed in this session on planning, conducting and fine tuning, fun, productive and synergetic board meetings.

Participants will learn the

value of a consent agenda and how to work with one. Characteristics of an ineffective board meeting will be identified and discussed. A strong emphasis of the session will be on maximizing the strengths of your board by focusing on the "main thing."

This session will include a special focus for board chairs on conducting meetings, using Robert's Rules of Order or other decision-making techniques, and the dreaded "how to deal with conflict" issues that arise at board meetings.

Come and learn how to move

your board meetings to a new, true teamwork level.



Writing a Score Note by Note

Demystifying board fundraising

Every board has them: the board members who wince if the word “fundraising” is even mentioned at board meetings. This session addresses the board’s responsibility of fundraising by demystifying how a board member assures a strong funding base for the organization.

Learn the value of creating a fundraising culture in your organization and discover ways to make fundraising fun!

This session will explore the

roles of board members in “giving AND getting,” and will approach fundraising in an entirely different manner than the traditional, “go make the ask” method. Board members



will learn that fundraising is much more than the actual “ask,” and everyone can participate.

In this workshop participants will take part in hands-on activities designed to enhance the discussion. They will share their success stories and will receive written materials that support the concepts being presented.

Utah Arts Council Players

Anna Boulton is currently the program coordinator for the Community/State Partnership Program. Providing professional development to arts and cultural organizations is a key aspect of this program. Anna authored a handbook *The Art of Volunteer Development* based on research done in volunteerism for her senior thesis. She recently published a companion handbook, *The Art of Board Development*, which will become the text for this workshop series.

Anna has facilitated various workshops and board retreats on nonprofit development issues for the past nine years. She has also served on several nonprofit boards.

Bertie Stoker has assisted in

the CSP program for the past three years and brings with her a wealth of experience working with people. Her education and past employment have been in the social work and counseling fields. She facilitated family, group, and individual therapy in a variety of human service settings and conducted workshops and seminars for professionals, community members and government agencies.

Don Wilhelm has extensive experience in sales and management for profit and non-profit organizations. He is currently president of the Davis Arts & Humanities Council. Don has been a trainer for the Art of Building Sponsorship and Tools for Selling Sponsorship.

Two Day Schedule

1st Day

9:00-12:00 Coming Together to Create Music

1:00-4:00 On Stage in the Boardroom

2nd Day

9:00-12:00 Writing a Score Note by Note



UTAH ARTS COUNCIL



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This Art of the Nonprofit workshop is sponsored in partnership with the



**NATIONAL
ENDOWMENT
FOR THE ARTS**

Change-Leader Program

Are you interested . . . in being one of a small group of arts and cultural leaders in your region to participate in a new leadership program? CSP is providing an opportunity for leaders to come together to help each other address current, real-life issues and gain a deeper understanding of the *Art of the Nonprofit* training. For more information, call Anna or Bertie.

Sign-Up Form

Check Location		Nominal Registration Fee	Choose 1, 2 or all 3
<input type="checkbox"/>	Kanab October 16-17, 2003	\$15 per session \$35 all 3 sessions \$10 per person discount for Groups of 2 or more from same organization Includes Art of Board Development handbook and other materials	<input type="checkbox"/> Coming Together to Create Music. Board structure, roles and recruitment
<input type="checkbox"/>	Vernal November 27-28, 2003		<input type="checkbox"/> On Stage in the Boardroom. Tuning, conducting and improvising board meetings
<input type="checkbox"/>	Brigham City January 8-9, 2004		<input type="checkbox"/> Writing a Score Note by Note. Demystifying Board Fundraising
<input type="checkbox"/>	Fillmore January 29-30, 2004		
<input type="checkbox"/>	St. George February 4-6, 2004		

Method of Payment

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to the Utah Arts Council

We're on the Web!
www.arts.utah.gov/csp/

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Special Needs _____

